



C. Earl Hunter, Commissioner

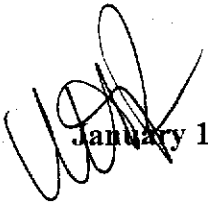
Promoting and protecting the health of the public and the environment.

PUBLIC NOTICE
For informational purposes

OCRM has implemented a new procedure to process "**Maintenance and Repair**" requests. The changes are being implemented in order to streamline requests and allow OCRM to accurately track requests and quantify the amount of time staff dedicates to this service.

The attached request form will need to be filled out completely and must be submitted with applicable attachments as outlined in order for the request to be processed. Incomplete requests will be returned.

This process went into effect **January 8, 2007**; all incoming requests must use the attached form. Please contact Tess Rodgers or Curtis Joyner at 843-744-5838 for further information.


January 12, 2007

SOUTH CAROLINA DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL

Ocean and Coastal Resource Management

Charleston Office • 1362 McMillan Avenue • Suite 400 • Charleston, SC 29405

Phone: (843) 744-5838 • Fax: (843) 744-5847 • www.scdhec.gov



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Maintenance and Repair Request

Property Owner
Name & Address: _____

(Email) _____

Phone Number: _____

Agent (if applicable) (Note - Agent must have written authorization
to act on behalf of the property owner) _____

(Email) _____

Phone Number: _____

This is a request to (describe specifically the area to be repaired): _____

Site address: _____ County: _____

Tax Map Number: _____

Adjacent Waterbody/Marshes of: _____

*****Please attach applicable drawings and photos of the structure needing repair. OCRM staff may deem a site visit necessary. This form must be completed in full in order for OCRM to process the request. Any additional information that will assist staff fulfill this request may be included. Incomplete requests will be returned.**

Please submit this request to:

Charleston Office: SCDHEC-OCRM Attn: Tess Rodgers
1362 McMillan Ave, Suite 400
Charleston, SC 29405

Beaufort Office: SCDHEC-OCRM Attn: Geordy Madlinger
104 Parker Drive
Beaufort, SC 29906

Myrtle Beach Office: SCDHEC-OCRM Attn: Tanitra Marshall
927 Shine Ave
Myrtle Beach, SC 29557

OCRM use: EFIS #: _____

Date Received: _____

Date of M & R decision : _____ Decision: Approved or Denied

1/4/07